



## Lamoille County Planning Commission

PO Box 1637  
52 Portland Street, Second Floor  
Morrisville, Vermont 05661  
[www.lcpcvt.org](http://www.lcpcvt.org)

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Dec 2, 2019

Dorrie Paar  
5 Post Office Square  
Suite 100, Mail code: OSRR7-2  
Boston, MA 02109-3912

Re: Narrative Information Sheet

Dear Ms. Paar,

The Lamoille County Planning Commission (LCPC) is pleased to submit the enclosed grant application for Environmental Protection Agency (EPA) Brownfields funding to conduct community-wide assessments. Included below is the Narrative Sheet Information requested in the proposal guidelines:

1. Applicant Identification:

Lamoille County Planning Commission  
PO Box 1637  
Morrisville, Vermont 05661

2. Funding Requested

a. Assessment Grant Type: Community-wide

b. Federal Funds Requested:

i. \$300,000

ii. We are not requesting a site-specific assessment grant waiver of the \$200,000

c. Contamination: Hazardous Substances and Petroleum (\$220,000 hazardous substances and \$80,000 petroleum)

3. Location:

Lamoille County, Vermont includes fifteen municipalities. Priority brownfield sites are located in Johnson Village. Three other targeted villages are Jeffersonville, Morrisville and Hyde Park Village.

4. Property Information for Site-Specific Applications: N/A

5. Contacts:

Project Director

Lea Kilvadyova, Regional Planner

Phone: 802-888-4548 ext.107  
Fax: 802-888-6938  
Email: [lea@lcpvvt.org](mailto:lea@lcpvvt.org)  
Mailing Address: PO Box 1637, Morristown, VT 05661

Chief Executive

R. Tasha Wallis, Executive Director  
Phone: 802-888-4548 ext.105  
Fax: 802-888-6938  
Email: [tasha@lcpvvt.org](mailto:tasha@lcpvvt.org)  
Mailing Address: PO Box 1637, Morristown, VT 05661

**6. Population:**

<b>Lamoille County</b>	<b>Target Areas</b>			
	<i>Jeffersonville</i>	<i>Johnson Village</i>	<i>Hyde Park Village</i>	<i>Morrisville</i>
24,475	729	1,443	462	1,958

**7. Other Factors Checklist:** Below we indicated items that apply to our project.

	<b>Other Factor</b>	<b>Page #</b>
X	Community population is 10,000 or less	1
	The applicant is, or will assist, a federally recognized Indian tribe or United States territory	NA
	The priority brownfield site(s) is impacted by mine-scarred land	NA
X	The priority site(s) is adjacent to a body of water (i.e., the border of the priority site(s) is contiguous or partially contiguous to the body of water, or would be contiguous or partially contiguous with a body of water but for a street, road, or other public thoroughfare separating them.	1
X	The priority site is in a federally designated flood plain	1
	The reuse of the priority site(s) will facilitate renewable energy from wind, solar or geothermal energy; or will incorporate energy efficiency measures	NA
X	30% or more of the overall project budget will be spent on eligible reuse planning activities for priority brownfield site(s) within the target area	7-8

Thank you for your consideration. Please let me know if you have any questions or require clarification on any elements of our application.

Sincerely,



R. Tasha Wallis  
Executive Director



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*AGENCY OF NATURAL RESOURCES*

**State of Vermont**  
**Department of Environmental Conservation**  
**Waste Management & Prevention Division**  
**1 National Life Drive – Davis 1**  
**Montpelier, VT 05620-3704**  
**(802) 249-5822**  
Patricia.coppolino@vermont.gov

November 25, 2019

Lamoille County Planning Commission  
Attn: Ms. Lea Kilvadyova  
52 Portland Street  
Morristown, VT 05661

Dear Ms. Kilvadyova,

This letter will serve as acknowledgement that the Vermont Department of Environmental Conservation is aware that the Lamoille County Planning Commission is intending to apply for FY20 Hazardous and Petroleum federal brownfield grant funds and to use the grant funds, if awarded, to conduct general site assessment activities.

The Vermont Department of Environmental Conservation is appreciative of your intent to support brownfield redevelopment in Vermont. Please know that the Vermont Department of Environmental Conservation is here to support your organization with brownfield redevelopment in the Lamoille County Region of Vermont.

Good luck in the competition.

Sincerely,

Patricia Coppolino, Environmental Program Manager  
Sites Management Section  
Waste Management and Prevention Division



## **1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION**

### **a. Target Area and Brownfields**

#### **i. Background and Description of Target Area**

This application targets brownfield sites in four distressed village centers of Lamoille County, Vermont. Lamoille County's total population is 24,475 people. The distressed villages have a combined total of 4,592 residents.

Lamoille County's historic settlement pattern supports compact villages surrounded by mountainous countryside. Villages emerged in valleys where rivers could power lumber and textile mills. Power sources evolved with the mills: from wood to water to petroleum. The last industrial boom left our villages with rundown, underutilized properties. Many of these properties are concentrated along the former rail corridor, where creosote ties and pesticides were commonplace and mined asbestos and talc were transported. Our consistent contaminants affect soil, groundwater, and building materials. They include heavy metals, PCBs, chlorinated and semi-volatile organic compounds, arsenic, asbestos from mining and building products, lead-based paint, pesticides, and petroleum. Environmental hazards make redevelopment impossible without outside support, so development moved to rural green fields. Seasonal ski tourism drives our economy. Residents work part-time, low-wage, service sector jobs. Second homeowner and affluent retiree "big city" money spurs a high cost of living. The County has no rail service or interstate, limited public transit, and its small airport primarily serves private plane owners. Atypically for Vermont, Lamoille County's population has been growing yet the population growth has not resulted in an economic betterment of our area.

#### **ii. Description of the Priority Sites**

This application targets sites located in distressed village centers in Johnson, Jeffersonville, Hyde Park and Morrisville. There are two priority sites, both located in Johnson. The priority sites emerged from an Area Wide Planning Study initiated in 2017. Due to their proximity to the village center and the Lamoille Valley Rail Trail, the community identified the sites as high catalysts with potential to spur economic development in the targeted area and the entire town. The two priority sites are a former talc mill (Priority site no.1) and a former lumber/construction supplies company (Priority site no.2).

#### **Priority site no. 1 – Former Cyprus Minerals talc mill processing plant**

The site has had a long history of use as a talc mill. Milling operations included deposition and disposal of tailings and waste products on the property, as well as the use and storage of petroleum products. A railroad passed through the site and was used for transportation of talc products. More recently, the buildings and surrounding property have been used by the Town and Village of Johnson for municipal purposes. There are four buildings on the site that serve as offices, garages and storage spaces for the municipal Public Works operations. The site abuts Lamoille River and a portion of the site is in the federally designated floodplain.

The site has a known petroleum contamination from former petroleum storage tanks and is currently monitored by the Vermont Department of Environmental Conservation. To assess the environmental condition of the property comprehensively, last year, the Village and the Town conducted a data gap analysis that recommended the site be assessed for potential metal and asbestos impacts to soils and groundwater from former mill tailings and waste, potential concrete

and surface soil impacts from transformers and storage of utility poles, and potential presence of asbestos-containing building materials, lead-based paint, and/or PCB-containing building materials.

Priority site no. 2 – Former Parker & Stearns lumber and building materials company  
Parker & Stearns building supplies company started as a water powered sawmill in 1890. Without a successor and no buyer in sight, the company closed in 2018. The former Johnson Depot serving Lamoille Railroad was previously located at this site. The site is located along the former railroad bed and appears to have received shipments via rail. Proximity to the former railroad depot means that railroad related contaminants such as oils, PAHs, and arsenic could be present. Today, the largest building at the site houses a hemp drying operation and the rest of the site is vacant.

## **b. Revitalization of the Target Area**

### **i. Reuse Strategy and Alignment with Revitalization Plans**

The 2017 Area Wide Planning Study in Johnson identified several highest and best uses for the priority sites. These included a health services center, a co-working space and a maker space for artists, bicycle and boat rentals, food and beverage processing, and affordable as well as market rate apartments. Study recommendations align with the 2016 Town and Village Municipal Development Plan that supports continued commercial development in the targeted area, and acknowledges that future uses may include a mix of commercial and residential developments.

To facilitate the revitalization of the targeted area, the Town and the Village voted to subdivide the former talc mill property currently consisting of two parcels and 220 acres. The former industrial buildings are clustered at approximately 8 acres and the remainder of the property is forested. As of this writing, there are two plans for property reuse. One plan is to develop a welcome center for the Lamoille Valley Rail Trail. The other plan is to develop hiking and biking trails at the forested portion of the property.

The second priority site, the former Parker & Stearns company is on the market and the community envisions redeveloping it for workforce housing, a co-working space and a maker space for artists. A group of local investors is considering acquiring and redeveloping the property.

In addition to the priority sites in Johnson Village, we would like to continue supporting sites in Jeffersonville, Hyde Park and Morrisville that have assessment activities underway. In Jeffersonville, Smugglers Notch Distillery is a prospective purchaser that drives the assessment at the former Granary building. In Hyde Park, an assessment is underway at the former Old Valley Hotel. The Town of Hyde Park hopes to use the property as a co-working space and a meeting space. In Morrisville, Lamoille Housing Partnership is working to develop 22 affordable apartments on Hutchins Street.

### **ii. Outcomes and Benefits of Reuse Strategy**

Our Brownfields Program's primary goal is to generate local and regional economic prosperity. Reuse strategies envisioned for our village centers will provide jobs, increase property values,

expand the tax base, enable more residents to live in village centers, and increase the demand for local products and services all while reducing contaminate exposure.

All targeted village centers will benefit, Johnson, however, deserves particular attention. Johnson is an Opportunity Zone and earned the designation due to very low incomes and high poverty rates. In 2017, medium household income in Johnson Village was \$32,330 and the poverty rate was 22%.

### **c. Strategy for Leveraging Resources**

#### **i. Resources Needed for Site Reuse**

As an Opportunity Zone, Johnson has priority eligibility for federal funding. This includes grants from the Economic Development Administration, USDA Rural Development or Northern Borders Regional Commission. There are other resources that Johnson and other village centers can leverage, and our communities have taken steps to access those resources. One example is a recent application from Johnson to the Robert Wood Johnson Foundation for the “Culture of Health Prize”. Other available resources include the Town and the Village of Johnson Revolving Loan Fund and the Lamoille Economic Development Corporation Revolving Loan Fund.

Opportunity Zones have been created to encourage private investment. As a recent Opportunity Zone workshop we learned that private investors will only redevelop sites that are shovel-ready. This is currently not the case for any of the brownfield properties in Johnson. We need the assessment funds to make the sites shovel-ready and enable Johnson to take advantage of the Opportunity Zone designation.

#### **ii. Use of Existing Infrastructure**

The priority sites are located within half a mile from Johnson’s business district. The sites are served by municipal water, sewer and power. Broadband is available at speeds of 25/3 Mbps or higher. Investments to broadband infrastructure are supported in Opportunity Zones and the redeveloped priority sites may need broadband infrastructure upgrades. Redevelopment of the sites may necessitate pedestrian infrastructure upgrades and as such sidewalk planning should be incorporated into redevelopment plans.

## **2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT**

### **a. Community Need**

Our targeted communities are small and show signs of distress as demonstrated by median household income, poverty rate and a percentage of renters with unaffordable housing cost.

	<b>Johnson Village</b>	<b>Morrisville</b>	<b>Jeffersonville</b>	<b>Hyde Park</b>
<b>Population</b>	1,443	1,958	729	462
<b>Median Household Income</b>	\$32,330	\$37,946	\$52,001	\$73,500
<b>Poverty Rate</b>	22%	16%	11%	8%
<b>Unaffordable rent</b>	51%	33%	52%	38%

Our small communities have limited staff (often only a town clerk and a public utility manager). Tax base dollars are very limited and only allow for provision of the most essential municipal services. Volunteer boards are stretched thin. For over 30 years, Lamoille County Planning

Commission has been supplementing the lacking municipal resources by providing planning assistance, grant application writing services and project management services. We are a stable, professional organization but our income structure does not allow to fund redevelopment projects, unless we raise the money from grants or other sources.

i. Threats to Sensitive Populations

(1)Health or Welfare of Sensitive Populations

Targeted villages have a concentration of single-parent families, at risk children and senior residents. These groups often live in unaffordable and fragile housing stock. Families rely on schools to provide free meals to their children. Last year in Johnson, 58% of elementary school kids qualified for free and reduced price meals. In Hyde Park it was 52% of children and in the Jeffersonville/Cambridge community it was 39%. There is no family physician in Johnson or Hyde Park. Health care providers in neighboring communities are harder to reach for people without a car as public transit does not exist here. Village centers are facing an opioid crisis. Railroad Street in Johnson studied in the 2017 Area Wide Planning exercise, once kept up and prosperous, has fallen into disrepair. Two important employers, both located on Railroad Street, closed shop in the last two years. The community has hopes to revitalize the area but this will not happen without addressing the brownfield challenges first. When redeveloped, these properties can provide sanitary and affordable housing, provide jobs, spur further economic investment, boost property values or become a location for a new health clinic.

(2)Greater Than Normal Incidence of Disease and Adverse Health Conditions

Lamoille County residents have higher than national and state rates in lung cancer in females, and higher than state-level breast cancer rates. Both males and females in the County have higher obesity rates than the rest of the state. Asthma prevalence in Vermont has been higher than the nationwide rate since 2007. Village residents living nearby and recreating along the former rail corridor - now converted to a four-season recreation path - may be exposed creosotes, pesticides and leftover contamination from talc processing and lumber processing operations. All four village centers targeted by this application developed in conjunction with the former railroad commerce. Before the talc, lumber and other industrial facilities can breathe new uses, we need to identify the extent of contamination left behind. Our work will identify the contaminants and, through remediation, mitigate the threats to human health.

(3)Disproportionally impacted Population

In addition to health and welfare threats mentioned above, our vulnerable populations get disproportionately impacted by flooding. Flooding destroys homes and businesses, and floating fuel tanks and breached sewer facilities release contaminants into the environment. In 2011, in the aftermath of flooding, Johnson Village lost its only supermarket and for over two years became a food desert. While remediating the brownfields properties, we will expect that our qualified environmental professionals are mindful to incorporate flood mitigation approaches that restore original floodplains and lessen impacts to the built environment.

**b. Community Engagement**

i. Project Partners

ii. Project Partner Roles

<b>Partner Name</b>	<b>Point of contact (name, email &amp; phone)</b>	<b>Specific role in the project</b>
Lamoille Economic Development Corporation	John Mandeville; <a href="mailto:john@lamoilleeconomy.org">john@lamoilleeconomy.org</a> ; 802 888-5640	Participate on the Brownfields Advisory Committee; Provide cleanup/redevelopment funding through Lamoille Economic Development Corporation's Revolving Loan Fund (RLF). Assist with community outreach.
Town of Johnson	Brian Story; <a href="mailto:tojadministrator@townofjohnson.com">tojadministrator@townofjohnson.com</a> ; 802 635-2611	Talk to constituency about the role of brownfields in economic revitalization; Be involved in the reuse planning process; Host community meetings; Participate on the Brownfields Advisory Committee; Provide cleanup or redevelopment funding through town RLF. Assist with community outreach.
Village of Johnson	Meredith Birkett; <a href="mailto:vojmanager@townofjohnson.com">vojmanager@townofjohnson.com</a> ; 802 635-2611	Talk to constituency about the role of brownfields in economic revitalization; Be involved in the reuse planning process; Provide cleanup or redevelopment funding through Village RLF.
Johnson Works	Kyle Nuse; <a href="mailto:kyle.yoga@gmail.com">kyle.yoga@gmail.com</a> 908 451-8181	Perform community organizing function; Be involved in the reuse planning process.
Lamoille Housing Partnership	Jim Lovinsky; <a href="mailto:jim@lamoillehousing.org">jim@lamoillehousing.org</a> ; 802 888-5714	Participate on the Brownfields Advisory Committee; Assist with community outreach; Serve as site developer.
Town of Hyde Park	Ron Rodjenski; <a href="mailto:ron@hydeparkvt.com">ron@hydeparkvt.com</a> ; 802 888-2300	Assist with community outreach. Participate in redevelopment as a developer of a community facility.
Northern Vermont University	Leah Hollenberger; <a href="mailto:Leah.hollenberger@northernvt.edu">Leah.hollenberger@northernvt.edu</a> ; 802 635-1251	Participate in redevelopment as a developer of co-working space.
Local investor group	Kyle Nuse; <a href="mailto:kyle.yoga@gmail.com">kyle.yoga@gmail.com</a> 908 451-8181	Provide seed funding for a community-owned enterprise; Participate in redevelopment as a potential developer.

### iii. Incorporating Community Input

LCPC incorporates community input to all phases of the brownfield assessment process. For the priority sites in Johnson Village, public interaction began in 2017 during the Area-Wide Planning Study. We created a local steering committee to guide the planning process. The committee included government officials, business owners and residents from within the targeted area. The committee worked with a team of qualified environmental professionals to organize public meetings and a design charrette. The Committee arranged for the designs to be presented at a popular outdoor summer concert venue in Johnson. Seniors, children and adults all stopped by to view the designs and vote on the proposed redevelopment concepts. After the Area-Wide Planning process concluded, the LCPC and the community continued the collaboration and developed a marketing material for the brownfields properties and approached about a dozen of potential developers.



To implement this grant, we propose to continue our well-established community input process. We will continue to meet with community leaders, residents, property owners and developers. We will advertise the meetings and milestones in a popular online newsletter Front Porch Forum. The newsletter is distributed daily and has high subscriber rates. In Johnson, close to 50% of residents receive the newsletter. In addition to seeking community input from individual communities, we have a regional Brownfields Advisory Committee and a Board of Directors. Both bodies consist of appointed municipal representatives and at large regional representatives. The Committee and the Board advise and decide, respectively, where to locate the assessment funding. When assessing the funding requests, the Committee and the Board evaluate whether site redevelopment is a community priority and how the redevelopment plans align with municipal plans.

## **TASK DESCRIPTIONS, COST ESTIMATES AND MEASURING PROGRESS**

### **a. Description of Tasks/Activities and Outputs**

#### **Task 1: Cooperative Agreement Oversight**

i. Project Implementation	<u>EPA-funded activities:</u> Manage the grant. Specifically: 1) Ensure requirements of the Cooperative Agreement are implemented in a timely manner. 2) Complete documentation to ensure sites are eligible for assistance; 3) Procure services from qualified professionals for assessments. 4) Comply with reporting requirements; participate in trainings/conferences as required. <u>Non-EPA resources needed:</u> LCPC will provide an in-kind match to cover a portion of indirect cost.
ii. Anticipated Project Schedule	Continuous throughout Duration of Grant
iii. Task/Activity Lead	Lea Kilvadyova, LCPC Regional Planner
iv. Outputs	Master Agreements with qualified environmental professionals; Quarterly reports.

#### **Task 2: Community Engagement**

i. Project Implementation	<u>EPA-funded activities:</u> 1) Support Brownfields Advisory Committee (Coordinate Committee meetings; Take minutes; Communicate funding recommendations to LCPC Board of Directors, property owners and prospective developers); 2) Support property owners and developers (Coordinate meetings; Familiarize property owners, prospective purchasers and developers with the assessment process, EPA funding requirements and liability protections); 3) Distribute the Brownfields Handbook published by the State of Vermont; 4) Assist with establishment of public-private partnerships; 5) Assist with identification of redevelopment funding sources; 6) Organize community meetings to enable public participation in site reuse assessment and site reuse visioning; 7) Assist communities with conducting the required public hearings (e.g. hearings to implement corrective action plans.) <u>Non-EPA resources needed:</u> LCPC will provide an in-kind match to
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	cover a portion of indirect cost.
ii. Anticipated Project Schedule	Continuous throughout Duration of Grant
iii. Task/Activity Lead	Lea Kilvadyova, LCPC Regional Planner
iv. Outputs	Brownfields Advisory Committee meetings (at least three annually);

### **Task 3: Phase I and Phase II Assessments**

i. Project Implementation	<u>EPA funded activities:</u> 1) Conduct Phase I assessments in accordance with ASTM E1527-13 standard (Total 4 assessments: 3 hazardous/1 petroleum). Of these, two Phase I assessments are anticipated at the priority sites; 2) Develop Quality Assurance Project Plans; Prepare Phase II assessments reports (Total 4 assessments: 3 haz/1 petroleum). Of these, two Phase II assessments are anticipated at the priority sites; 3) Help enroll sites in State of Vermont's Brownfields Reuse and Environmental Liability Limitation Program.
ii. Anticipated Project Schedule	Year 1: Two Phase I ESA + two Phase II ESA (priority sites) Year 2: One Phase I ESA + one Phase II ESA Year 3: One Phase I ESA
iii. Task/Activity Lead	Qualified Environmental Professionals
iv. Outputs	Phase I reports, AAI checklists, Phase II reports

### **Task 4: Cleanup Planning and Area-wide/Reuse Planning**

i. Project Implementation	<u>EPA-funded activities:</u> 1) Develop cleanup plans. This includes evaluations of corrective action alternatives and development of a corrective action plans (CAPs). (Total 4 CAPs (3 hazardous/3 petroleum). Of these, two CAPs will be developed at the priority sites; 2) Develop an infrastructure reuse assessment. (1 assessment for Priority site no.2)
ii. Anticipated Project Schedule	Year 1: One infrastructure reuse assessment. Annually: Two cleanup plans.
iii. Task/Activity Lead	Qualified Environmental Professionals.
iv. Outputs	Corrective Action Plans; Property Infrastructure Assessment

### **b. Cost Estimates**

<b>Hazardous Substances</b>	<b>Task 1: Agreement Oversight</b>	<b>Task 2: Community Engagement</b>	<b>Task 3: Phase I and Phase II ESA</b>	<b>Task 4: Cleanup Reuse and Area-Wide Planning</b>	<b>TOTAL</b>
<b>Personnel:</b> Regional Planner: 730 hours @\$30/hour (1)	\$5,400	\$16,500	-	-	\$21,900
<b>Fringe Benefits:</b> 730 hours @\$10/hour (1)	\$1,800	\$5,500	-	-	\$7,300
<b>Travel:</b> Meetings, mileage (2)	\$400	\$400	-	-	\$800

<b>Equipment</b>	-	-	-	-	-
<b>Supplies</b>	-	-	-	-	-
<b>Contractual:</b> Phase I, Phase II and Cleanup Planning (3)	-	-	\$159,000	\$20,000	\$179,000
<b>Other:</b>	-	-	-	-	-
<b>Total Direct Costs</b>	\$7,600	\$22,400	\$159,000	\$20,000	\$209,000
<b>Indirect Costs (4)</b>	\$2,750	\$8,250	-	-	\$11,000
<b>TOTAL</b>	<b>\$10,350</b>	<b>\$30,650</b>	<b>\$159,000</b>	<b>\$20,000</b>	<b>\$220,000</b>

<b>Petroleum</b>	<b>Task 1: Agreement Oversight</b>	<b>Task 2: Community Engagement</b>	<b>Task 3: Phase I and Phase II ESA</b>	<b>Task 4: Cleanup Reuse and Area-Wide Planning</b>	<b>TOTAL</b>
<b>Personnel:</b> Regional Planner: 200 hours @\$30/hour (1)	\$1,500	\$4,500	-	-	\$6,000
<b>Fringe Benefits:</b> 200 hours @ 10/hour (1)	\$500	\$1,500	-	-	\$2,000
<b>Travel</b>	-	-	-	-	-
<b>Equipment</b>	-	-	-	-	-
<b>Supplies</b>	-	-	-	-	-
<b>Contractual:</b> Phase I, Phase II and Cleanup Planning (5)	-	-	\$53,000	\$15,000	\$68,000
<b>Other:</b>	-	-	-	-	-
<b>Total Direct Costs</b>	\$2,000	\$6,000	\$53,000	\$15,000	\$76,000
<b>Indirect Costs (4)</b>	\$1,000	\$3,000	-	-	\$4,000
<b>TOTAL</b>	<b>\$3,000</b>	<b>\$9,000</b>	<b>\$53,000</b>	<b>\$15,000</b>	<b>\$80,000</b>

Budget notes:

(1) Regional Planner will apportion her time to Agreement Oversight and Community Engagement tasks. We estimate 730 hours for hazardous substances work (180 hours for Task 1 and 550 hours for Task 2) and 200 hours for petroleum work (50 hours for Task 1 and 150 hours for Task 2). Principal Planner will work with the Regional Planner as needed. For cost estimating, Regional Planner's and Principal Planner's hourly rates have been averaged.

(2) Travel expenses include mileage to meetings with property owners, prospective purchasers, municipal representatives and to VT ANR and EPA initiated meetings. We budgeted \$800 split between Tasks 1 and 2. At .585 cents a mile, this amount represents 1,367 miles traveled. Averaging 50 miles a trip, this will allow for about 27 meetings.

(3) Contractual line item for hazardous substances budget includes Three Phase I ESA @ \$3,000 each; Three Phase II ESA @ \$50,000 each; Three Corrective Action Plans at \$5,000 each and One Infrastructure Reuse Assessment @\$5,000 (hazardous substances). Contractual line item for petroleum budget includes One Phase I ESA @ \$3,000; One Phase II ESA @ \$50,000 and Three Corrective Action Plans at \$5,000 each.

(4) Indirect cost: The EPA budget includes a portion of the LCPC's indirect cost in the amount of \$11,000 for hazardous substances and \$4,000 for petroleum. To fully cover our indirect cost, the LCPC will supplement the EPA's resources with a cash match of \$27,780.

### **c. Measuring Environmental Results**

Each quarter, we will review site assessment progress and compare the progress with intended deliverables described in the grant application. We will input the progress information in quarterly reports and update ACRES. Should work plan modifications occur, we will reflect on the modifications and adjust our course of action. We will maintain close contact with our EPA officer. We will also maintain detailed cost tracking sheets for each site and as well as overall status of expended and obligated funds.

## **3. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE**

### **a. Programmatic Capability**

#### **i. Organizational Structure**

LCPC has over thirty years of experience successfully managing federal funds. Our staff has six full-time employees and a part-time office manager. Two employees, Seth Jensen and Lea Kilvadyova, have previous EPA assessment grant experience. They managed the grants, worked with the Brownfields Advisory Committee and interacted with property owners, prospective purchasers and developers. Both are familiar with ACRES. Executive Director Tasha Wallis oversees all staff and reports to the LCPC's Board of Directors. Our financial manager Nicole Sancibrian, CPA manages the finances.

#### **ii. Description of Key Staff**

Name and Title	Brownfields Program Responsibilities	Qualifications
Lea Kilvadyova, Regional Planner	Lea will manage the Brownfields Grant. She will work with the Brownfields Committee, conduct community outreach, serve as a liaison between QEPs, property owners and developers.	Lea holds a M.S. in Community Development and Applied Economics from University of Vermont. Lea manages LCPC's current EPA assessment.
Seth Jensen, Principal Planner	Seth will be Lea's back up, if needed, and perform all brownfields activities assigned to Lea.	Seth holds M.A. in Public Administration from the University of Vermont. He has been involved with the Brownfields Program since 2011.
R. Tasha Wallis, Executive Director	Will provide overall programmatic and financial oversight. She will also act as a liaison between the Brownfields Program and the LCPC Board of Directors.	Tasha holds a Master's in Public Policy from Harvard University. Formerly, she served as Vermont Buildings Commissioner and supervised tens of millions in construction projects.
Nicole Sancibrian, Financial Manager	Nicole will prepare quarterly financial reports, review and pay QEP invoices, manage drawdowns, and communicate with EPA on all financial matters.	Nicole has been with the LCPC since 2015. Nicole is a contractor to the LCPC. She is a CPA and owns Osterman, Sancibrian &

	Burke PC CPAs.
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### iii. Acquiring Additional Resources

The LCPC is experienced in procurement. Our procurement procedures have been developed in accordance with 2 Code of Federal Regulations (CFR) § 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and Vermont Agency of Administration Bulletin 3.5 – Procurement and Contracting Procedures. Annually, LCPC procures up to a dozen contractors to complete tasks at hand. For brownfields specifically, as part of our current EPA assessment grant, we prequalified five Qualified Environmental Professionals and executed a master agreement with each. We also acquired legal services to update our site access agreement.

## b. **Past Performance and Accomplishments**

### i. Currently Has or Previously Received and EPA Brownfields Grant

LCPC successfully completed two EPA brownfield grants. Additionally, we currently have one open grant with the deadline to close on Dec 30, 2019. The past and current EPA grants are listed below.

Grant Name	Grant Period	Amount	Balance of Funds
97138301	05/01/09 - 12/31/14	\$200,000	\$0
96111501	09/21/09 - 09/20/14	\$400,000	\$0
00A00109	10/01/15 – 12/30/19	\$400,000	\$38,439.08 as of 11/04/19

### (1)Accomplishments

Through our current grant, we assisted 12 sites at various stages of the assessment process. Two sites were successfully remediated, and another site has a pending Certificate of Completion. We also sponsored an Area Wide Planning Study in Johnson and developed a hydraulic modeling/ flood evaluation study of Lamoille River in Johnson where the River abuts the brownfield properties. Below, we provided a list of all assessments that were enabled by our three EPA grants. Two grants are completed and the third one will close on December 30, 2019.

Grant Name	Site Assessments		CAPs	Remediation	Redevelopment
	Phase 1	Phase 2			
97138301	4	4	2	2	3
96111501	6	8	3	1	1
00A00109	6	8	3	2	2

### (2)Compliance with Grant Requirements

Our current assessment grant expires on December 30, 2019. This is an extension of the original expiration at September 30, 2018. The LCPC was granted the extension in order to be able to continue the assessments currently underway and to participate in the 2019 National Brownfields Conference. Thanks to the extension, we were able to obligate all funding and conduct four more assessments than originally anticipated. The LCPC's quarterly reporting is timely and we update ACRES regularly. As of November 4, 2019, 90% of our assessment funds were spent and the remaining funds were obligated to assessments currently under way. All obligated work is scheduled to complete by December 30, 2019.

## Documentation of Applicant Eligibility

The Lamoille County Planning Commission (LCPC) is one of eleven regional planning commissions authorized to conduct regional planning and development activities in Vermont. LCPC serves fifteen municipalities (10 towns and 5 incorporated villages) in Lamoille County.

# The Vermont Statutes Online

## [Title 24 : Municipal And County Government](#)

### [Chapter 117 : Municipal And Regional Planning And Development](#)

#### **Subchapter 003 : Regional Planning Commissions**

(Cite as: 24 V.S.A. § 4341)

- **§ 4341. Creation of regional planning commissions**

(a) A regional planning commission may be created at any time by the act of the voters or the legislative body of each of a number of contiguous municipalities, upon the written approval of the Agency of Commerce and Community Development. Approval of a designated region shall be based on whether the municipalities involved constitute a logical geographic and a coherent socioeconomic planning area. All municipalities within a designated region shall be considered members of the regional planning commission. For the purpose of a regional planning commission's carrying out its duties and functions under State law, such a designated region shall be considered a political subdivision of the State.

(b) Two or more existing regional planning commissions may be merged to form a single commission by act of the legislative bodies in a majority of the municipalities in each of the merging regions.

(c) A municipality may move from one regional planning commission to another regional planning commission on terms and conditions approved by the Secretary of Commerce and Community Development. (Added 1967, No. 334 (Adj. Sess.), § 1, eff. March 23, 1968; amended 1971, No. 257 (Adj. Sess.), § 1, eff. April 11, 1972; 1981, No. 132 (Adj. Sess.), § 4; 1987, No. 200 (Adj. Sess.), § 19, eff. July 1, 1989; 1995, No. 190 (Adj. Sess.), § 1(a); 2009, No. 146 (Adj. Sess.), § G5, eff. June 1, 2010; 2009, No. 156 (Adj. Sess.), § F.11, eff. June 3, 2010; 2013, No. 36, § 3.)

Source: <https://legislature.vermont.gov/statutes/section/24/117/04341>

## **Community Involvement**

LCPC incorporates community input to all phases of the brownfield assessment process. To redevelop the priority sites in Johnson Village, public interaction began in 2017 during the Area-Wide Planning study.

We created a Johnson-based steering committee to guide the planning process. The committee included local government officials, local businesses and residents from within the targeted area and the LCPC staff. The committee worked with a team of qualified environmental professionals to organize public meetings and a design charrette. The Committee arranged for the designs to be presented at a popular outdoor summer concert venue in Johnson. Seniors, children and adults all stopped by to view the designs and vote on the proposed redevelopment concepts.

After the Area-Wide Planning process concluded, the LCPC and the community continued the collaboration and developed a marketing material for the brownfield properties. We approached about a dozen of potential developers and identified several entities including the Northern Vermont University and a group of local residents interested in starting a community-owned enterprise.

Going forward, we propose to continue our well-established community input process. We will continue to meet with community leaders, residents, property owners and developers. We will advertise the meetings and milestones in the popular online newsletter Front Porch Forum. The newsletter is distributed daily, has a highly local content and is specific to individual municipalities in the County. In Johnson alone, the newsletter has 1,576 subscribers. (Note: The combined population of the Village and the Town of Johnson is 3,446 people).

In addition to seeking community input from individual communities, we have a regional Brownfields Advisory Committee and a Board of Directors. Both bodies consist of appointed municipal representatives and at large regional representatives. Examples of at large representatives include a representative from Union Bank, Re-max North Real Estate Professionals, Lamoille Housing Partnership, Lamoille Economic Development Corporation and the Vermont Department of Health. The Committee and the Board advise and decide, respectively, where to locate the site assessment funding. When assessing the assessment funding requests, both the Committee and the Board want to know whether a redevelopment of the site is a community priority and how the redevelopment plans align with municipal plans.

Twice a year, the LCPC publishes a newsletter distributed to all communities. We provide updates on our work, include the status of the Brownfields Program.

**From:** [Beling, Christine](#)  
**To:** [Lea Kilvadyova](#)  
**Cc:** ["Nicole Sancibrian"](#)  
**Subject:** RE: EPA funds drawdown status  
**Date:** Monday, December 2, 2019 8:49:22 AM



Compass Data  
Warehouse



Document Review

Compass Document: GO BF00A00109

12/02/2019 08:47:32  
Welcome

**Document Summary:** [General Ledger Entries](#)

**Doc Type:** GO  
**Doc No:** BF00A00109  
**Vendor Code:** 030215922A V  
**IGMS Grant No:** 00A00109-2  
**IGMS Budget Start Date:** 10/01/2015  
**IGMS Budget End Date:** 12/31/2019  
**IGMS Project Start Date:** 10/01/2015  
**IGMS Project End Date:** 12/31/2019  
**Order Date:** 08/19/15  
**Closed Date:**  
**Servicing Finance Office:** LVFC  
**Order Amount:** \$400,000.00  
**Net Paid Amount:** \$361,560.92  
**Closed Amount:** \$361,560.92  
**Available Amount:** \$38,439.08  
**Vendor:** LAMOILLE COUNTY PLANNING COMMISSION, INC.  
**Vendor Legal Name:** LAMOILLE COUNTY PLANNING COMMISSION, INC.  
**Alternate Vendor:**  
**Description:**  
**Extended Description:**

[AIMS FFR Status:](#) 11/04/2019-First letter requesting final FFR sent by LVFC

**Document Details:** [Expand](#)

Line#	Line Amt	Expended Amt	Closed Amt	Refunded Amt	Available Amt	BFY	Fund	Org	Program	Project	FOC	CostOrg	Comments	Extended Description
1	\$200,000.00	\$166,374.32	\$166,374.32	\$0.00	\$33,625.68	2015	E4	0160AG7	301D79	G100NY00	4114		RQ 15010CG021	Amend0
2	\$200,000.00	\$195,186.60	\$195,186.60	\$0.00	\$4,813.40	2015	E4	0160AG7	301D79XBP	G100OR00	4114		RQ 15010CG021	Amend0

Christine Beling, Project Engineer  
Land, Chemicals and Redevelopment Division  
US EPA | 5 Post Office Square | Mail Code 04-1 | Boston MA 02109-3912  
office 617-918-1792

[beling.christine@epa.gov](mailto:beling.christine@epa.gov)

---

**From:** Lea Kilvadyova <[lea@lcpvvt.org](mailto:lea@lcpvvt.org)>  
**Sent:** Tuesday, November 26, 2019 10:55 AM  
**To:** Beling, Christine <[beling.christine@epa.gov](mailto:beling.christine@epa.gov)>  
**Cc:** Nicole Sancibrian <[nicole@nsancibriancpa.com](mailto:nicole@nsancibriancpa.com)>  
**Subject:** EPA funds drawdown status

Hi Chris,

Can you please email me the table that shows how much we drew down to date? I would like to include this in our grant application.

*Best regards,  
Lea Kilvadyová*

Regional Planner  
Lamoille County Planning Commission  
Direct line: (802) 851-6348  
Email: [Lea@lcpvvt.org](mailto:Lea@lcpvvt.org)



## Application for Federal Assistance SF-424

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

12/02/2019

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

BF

State Use Only:

6. Date Received by State:

7. State Application Identifier:

### 8. APPLICANT INFORMATION:

\* a. Legal Name: Lamoille County Planning Commission

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

\* c. Organizational DUNS:

1899514320000

### d. Address:

\* Street1: 52 Portland Street, P.O. Box 1637

Street2:

\* City: Morrisville

County/Parish:

Lamoille County

\* State:

VT: Vermont

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code: 05661-1637

### e. Organizational Unit:

Department Name:

Not Applicable

Division Name:

Not applicable

### f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Ms.

\* First Name:

Lea

Middle Name:

\* Last Name:

Kilvadyova

Suffix:

Title: Regional Planner

Organizational Affiliation:

\* Telephone Number: 802 888-4548

Fax Number: 802 888-6938

\* Email: lea@lcpvvt.org

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

E: Regional Organization

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

Environmental Protection Agency

### 11. Catalog of Federal Domestic Assistance Number:

66.818

CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

### \* 12. Funding Opportunity Number:

EPA-OLEM-OBLR-19-05

\* Title:

FY20 GUIDELINES FOR BROWNFIELD ASSESSMENT GRANTS

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

Lamoille County Planning Commission's Assessment Grant Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant

VT

\* b. Program/Project

VT

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

10/01/2020

\* b. End Date:

09/30/2023

**18. Estimated Funding (\$):**

* a. Federal	300,000.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	300,000.00

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☒ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title: \* Telephone Number: Fax Number: \* Email: \* Signature of Authorized Representative: \* Date Signed: